

**Memorandum of the Meeting
Regular Study Session
Twenty-Sixth Town Council of Highland
Monday, June 02, 2008**

The regular study session of the Twenty-Sixth Town Council of the Town of Highland was convened at the regular place, the Highland Municipal, 3333 Ridge Road, Highland, Indiana, in the plenary meeting room on Monday, June 02, 2008 at the standing time of 7:05 o'clock p.m.

Roll Call: Mark A. Herak, Brian Novak, Dan Vassar, Konnie Kuiper, and Bernie Zemen were present. The Clerk-Treasurer Michael W. Griffin was present to memorialize the proceedings. A quorum was attained.

Also present:

Shiela Wadkins, President of the Highland Historical Society and member of the Special Events Advisory Commission; and Kenneth Mika, Building Commissioner were also present.

John Bach, Public Works Director joined the meeting at 7:55 o'clock p.m.

General Substance of Matters Discussed

1. The Town Council discussed with Shiela Wadkins the prospect of involving the Highland Historical Society with the planning and implementation of the 100th Anniversary of the Town of Highland's incorporation. The discussion acknowledged that the Downtown Association and the Highland Chamber were willing to be involved with the planning as well.

The discussion included establishing a special subcommittee of the Special Events Advisory Commission that would have Shiela Wadkins serving as chair, which would be dedicated to the planning and implementation of the Centennial of Incorporation. The committee could include representatives of the business community, perhaps the liaison as well as others.

Ms. Wadkins departed at this time.

2. The Town Council and the Building Commissioner discussed the possible modification to the Zoning Ordinance regarding permitting garage sale signs to be less regulated.

The Building Commissioner reported that many nearby communities regulate the activity by permit. He further expressed his concern about the garage sale signs going onto NIPSCO poles. An extended colloquy ensued on the rationale for regulating the events. It was suggested that garage sales in residential zoning can affect the residential character of the use, making the use for that time seem more like a commercial use, with its traffic and parking issues among some.

The Building Commissioner suggested that if the activity was to be more regulated, then it should be done as an ordinance amendment outside the zoning code. The Building Commissioner would further research possible proposals and report back the Town Council on this matter.

3. The Building Commissioner discussed with the Town Council whether or not the Zoning Code should be amended to modify the current side and rear set backs for garages since older home sites are affected. It was noted that a variance could be sought to deal with the matter.
4. The Building Commissioner informed the Town Council that he intended to forward a certification of the Plan Commission regarding a rezoning petition of Goubeaux Developers for the meeting of June 9, 2008.

5. The Town Council and the Building Commissioner discussed the status of various code enforcement actions pending. The discussion included the status of an Unsafe Building proceeding on the abandoned house at 3425 La Verne Drive. The Building Commissioner noted that he had urged moving forward on the Unsafe Building Proceedings. The owner then initiated litigation against the Town and the unsafe building proceedings were halted on the advice of the Town Attorney.

It was further noted the public works staff was being employed to assist with noxious grass enforcement on properties.

6. The Town Council and the Building Commissioner discussed the building project of the Calumet Baptist School at 8720 Orchard and its proximity to the existing playground equipment of the public park located next to it. The discussion included concern about the safety issue and whether or not a barrier or a relocation of the playground equipment was to take place.

The Building Commissioner departed at this time.

7. Councilor Novak reported that the Sand Ridge Audubon Society was seeking to conduct a brief tour of the Great Blue Herron Rookery, **June 13, 2008 Friday, at 6:30 p.m.** The group wishes to meet at Liable Road and La Porte Road to host the viewing tour. It was further reported that the Society was seeking some signage to acknowledge the rookery and offer explanation as well as some roadway restrictions along the area.
8. The Town Council discussed the matter of modifying the license fee for mopeds from its current amount of \$100. It was noted that during a staff meeting convened on May 19, 2008, that there should be no modification to the current provisions in Sections 73.15 through 73.23, which regulate motorized bicycles. It was noted that Section 73.19 provided for the fee. The discussion included consideration of the requirements of IC 9-21-11-12 regarding the state's restrictions on operating a moped. The discussion included a permit rate differentiation \$100 for persons 15 to under 18 and another for persons 18 years of age and older. The Clerk-Treasurer stated that he could prepare a draft ordinance amendment but not in time to be ready before the meeting of the Town Council of June 23, 2008. The draft would be submitted to the Town Attorney for review once prepared.
9. The Town Council discussed possible appointments to the Town Board of Metropolitan Police Commissioners and others still pending. The discussion included the merits of sending a news release from which interested persons for appointment to any board or commission could apply for consideration by the Town Council. It was hoped that 30 days after the publication the Town Council could consider the pool of applicants if any.
10. The Town Council discussed the pending project of the Parks and Recreation Department and its Capital Plan for the retrofit of the Lincoln Community Center. A concern was communicated that the Town Council was still seeking a meaningful response regarding the staffing levels and its adequacy for the new facilities. It was noted that the Park and Recreation Board was to meet on Thursday for a facilities tour and inspection and would at that time perhaps be able to complete the response regarding staffing.

The Town Council discussed the condition of safety precautions for Pettit Park and others that may be susceptible to cars driving into them. The Town Council further discussed a concern about the weeds and "dandelions" in the several parks. The Town Council instructed Councilor Herak as Liaison to communicate these concerns to the Park and Recreation Board.

11. The Town Council and the Public Works Director discussed the plans related to the Kennedy Avenue Improvement Project as a Federal Aid Highway project. The Public Works Director provided a brief worksheet and discussed the breakdown and allocations to support the costs of the Improvement Project as proposed. It was noted that INDOT would be likely letting the

contract for construction in August 6, 2009. The local match would be needed 30 days following. The Public Works Director suggested that the local bonding to meet the local match is approximately \$1,012,000.

The discussion included the construction timetable and concerns about the partial construction and inconveniences to residents. It was further noted that Indiana Department of Transportation has planned to let its **Indianapolis Boulevard Improvement Project** on February 2009, with construction to take place during 2009. It was noted that this project would involve the segment north of Ridge Road and south of the Little Calumet River. The public works director further reported that the INDOT project would involve some coordination with flood control project objectives of the U.S. Army Corps as well as eliminating the bridge that spans near the Wicker Park Subdivision of Highland. It was still further noted that conducting the Kennedy Avenue Project as the same time as the Indianapolis Boulevard project would be perhaps very complicating to traffic control.

The Public Works Director reported that he had contacted the La Porte District leadership of INDOT and noted that the INDOT Indianapolis Boulevard Project was a priority and could not be rescheduled. He further reported that the Kennedy Avenue Project could be rescheduled without risk to its funding in the Transportation Improvement Plan that has approved this project for Federal Aid. The discussion suggested exploring possible pursuit of the proposed Cline Avenue Improvement Project, involving Cline Avenue between Ridge Road and 45th Avenue. This would be a project to be undertaken jointly with the Town of Griffith.

12. The *Public Works Director then offered a verbal summary of roadways paved to date in the Town.* (See the list that follows) He further outlined an intention to include a project in which La Porte Street would be narrowed to 36' from its current width, and then repaved. This would be done in conjunction with the Sanitary District's (Storm water) Basin Management Plan.

Street paved as of June 2, 2008:

Parkway Drive
Martha Street
37th Street
37th Place
38th Street
Erie Street
Lincoln Street
Erie Street
Grand Boulevard
5th Street
Ridge Road
Gordon Place
Hook Street

Segment identified:

Idlewild Drive to Idlewild Drive
Dead end to East of Spring Street
Hook Street to Kennedy Avenue
Cul-de-sac East of Erie Street
Cul-de-sac East of Erie Street
Lincoln Street to Parkway Drive
Dead end East of Kennedy Avenue
42nd Street to 45th Avenue
Gordon Drive to NS Railroad
100th Street to Lakeside Drive
5th Street to Osborne Drive
81st Street to North Drive
41st Street to Martha Street

13. The Town Council and the Public Works Director then discussed some issues of repair for several roads and streets:

(a) Review the fencing that appears in disrepair or is missing at the LaPorte Avenue and Cottage Grove Avenue Intersection (T).

(b) Review the loose brick pavers at the intersection of 4th Street and Highway Avenue.

14. The Town Council and discussed the status of the Downtown Landscaping. It was noted that Lee Ann Kerber and Tracy Ryan had been hired to begin work on the downtown landscaping. The wage and salary ordinance would require amendment to facilitate the hourly wage of \$15 per hour that Ms. Kerber was seeking. The Public Works Director reported that she was hired at the \$14 per hour rate. The ordinance amendment could be taken up at the Town Council Meeting of June 9.

15. The Town Council discussed the possible replacement of the current natural gas powered generator with the Public Works Director. The Public Works Director noted that the current generator, when triggered owing to a power loss, would have a 30-45 second delay before power would be provided. The system was set to allow power to the so-called "essential services." This included powering the emergency exit and emergency lights, plus the radio room and dispatching and parts of the Police Department. Following a discussion, in which the Town Council examined whether or not the entire Town Hall should be supported by the back-up generator and the possibility of delaying this cost to be included with any possible retrofit or reconstruction of the Town Hall, which may take place. The Public Works Director recommended that the Town Council should take steps to replace the existing generator as it supports the Town hall presently, owing to its age, its function and the fact that no parts are available for it any longer.

The Town Council suggested that the existing portable generator should be employed as a back-up device and that the Public Works Director obtain quotes or whatever the purchasing code required for a generator that would replace the current one and its essential services back-up and one generator that would provide power to the entire Town Hall.

16. The Town Council discussed an issue as reported by the Councilor Vassar regarding the Pepsi-sponsored scoreboards at Markley Memorial Park and the terms of an agreement with Pepsi that provided the scoreboard as long as the Little League concessions would purchase its Pepsi product from the regular sales instead of from a retail grocer. It was further noted that there were reported problems with ordering that led to the alternative purchasing approach. It was further reported that Pepsi stated that the scoreboards could be repossessed by Pepsi.
17. The Town Council discussed the possibility of the Town purchasing homes located along Cline Avenue. The matter was dismissed.
18. The Town Council discussed the purchase of carpeting in the Police Department section of the Town Hall. It was noted that existing carpeting was removed owing to water damage. The discussion acknowledged that the Municipal Cumulative Capital Development Fund had some resources for the Town Hall improvements but it was unclear about the resources sufficiency for the carpeting and the generator. It was determined that the costs would likely be such that the MCCD would be sufficient for both plans. It was acknowledged that the Police Chief had requested that tables and chairs be purchased as well. The Town Council determined that the carpet replacement would be acceptable and the table and chairs should be deferred.
19. The Town Council discussed whether or not the agenda for June 9, 2008 would still include consideration of the Economic Development Area status for the Highland Acres, the area located at the southwest corner of Main Street and Indianapolis Boulevard.

There were no further discussions or any further matters before the Town Council. The regular study session of the Twenty-Sixth Town Council of Highland of **Monday, June 02, 2008** was adjourned at 9:46 o'clock p.m.

Michael W. Griffin, IAMC/CMC/CPFA
Clerk-Treasurer